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10 November 1964

DCI/UR

MEMORANDUM FOR THE DIRECTOR

SUBJECT: Comments on the Report on Economy Measures,  
6 May 1964

The following respond to your questions concerning the above report.

1. "Are we using Bureau of the Budget and Civil Service methods?"

Yes, where they are applicable and appropriate.

2. "Do we have a special manpower utilization committee working with all departments?"

There is a Manpower Control Staff in the office of Budget, Program Analysis and Manpower which reports directly to me. This staff works with all components of the Agency analyzing manpower utilization. It reviews all requests for T/O increases and acts as the control mechanism in this effort.

3. "What about our aircraft operations? Cost? Necessity?"

This is an area on which we are devoting a considerable amount of time. We are carefully analyzing all of our aircraft operations, including the inventory of aircraft owned or controlled by the Agency, and are working with the components to insure that we have only those planes which we need. Further, there is an Air Proprietary Committee which reviews the work of all of our proprietary organizations that handle aircraft.

4. "Commo needs--can they be cut down?"

I am convinced that our Office of Communications is one of the most efficient in the Agency and that our manpower requirements are carefully tailored to necessity. I am also certain that  is a hard bargainer

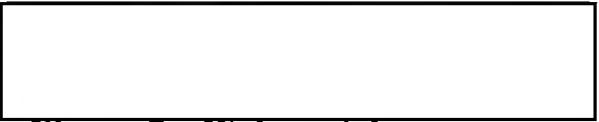
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tailored to the only area in which economies can be achieved, which is need. I must confess that I am not yet sure of how we achieve a cost consciousness on the part of the people using communications facilities, and would note only that the volume of communications consistently rises. We have studied many methods of control, and perhaps the only answer is to adopt a quota system.

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Wyman B. Kirkpatrick  
Executive Director

cc: DDCI

TRANSMITTAL SLIP		DATE
		Nov 64
TO: <u>Mr. Kirkpatrick</u> <u>ER</u>		
ROOM NO.	BUILDING	
REMARKS:  <u>file in ER</u>		
FROM: <u>W. Elder</u>		
ROOM NO.	BUILDING	EXTENSION

FORM NO. 241  
1 FEB 55

REPLACES FORM 36-8  
WHICH MAY BE USED.

GPO : 1957-O-439445

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